

Home Maintenance Checklist

Provided by Silver Maple



Welcome to Silver Maple's ultimate guide for maintaining your home year-round! This checklist serves as a reminder to maintain your home's key systems, appliances, and structure, helping prevent major issues before they arise.

This checklist is broken down by frequency for easy reference, ensuring that you tackle essential tasks regularly throughout the year. From winterizing pipes in the colder months to cleaning and inspecting HVAC systems during spring and summer, this guide ensures that your home stays in top shape no matter the season. Additionally, you can track progress and keep everything organized with this checklist.

Important Note

This list may include items that your home does not have, and it may not cover every system that requires attention.

If you're uncertain whether a task applies to your home, consult a trusted professional and follow all manufacturer recommendations.





Monthly



Toilets: Flush if not used daily to refresh; check the tank fill rate. Look for signs of leaks, a malfunctioning flapper, or a poor seal.



Faucets (at sinks, showers, tubs, etc.): Run water if not used often to refresh the p-trap. Check for leaks, ensure both hot and cold water function properly, and inspect for any dripping.



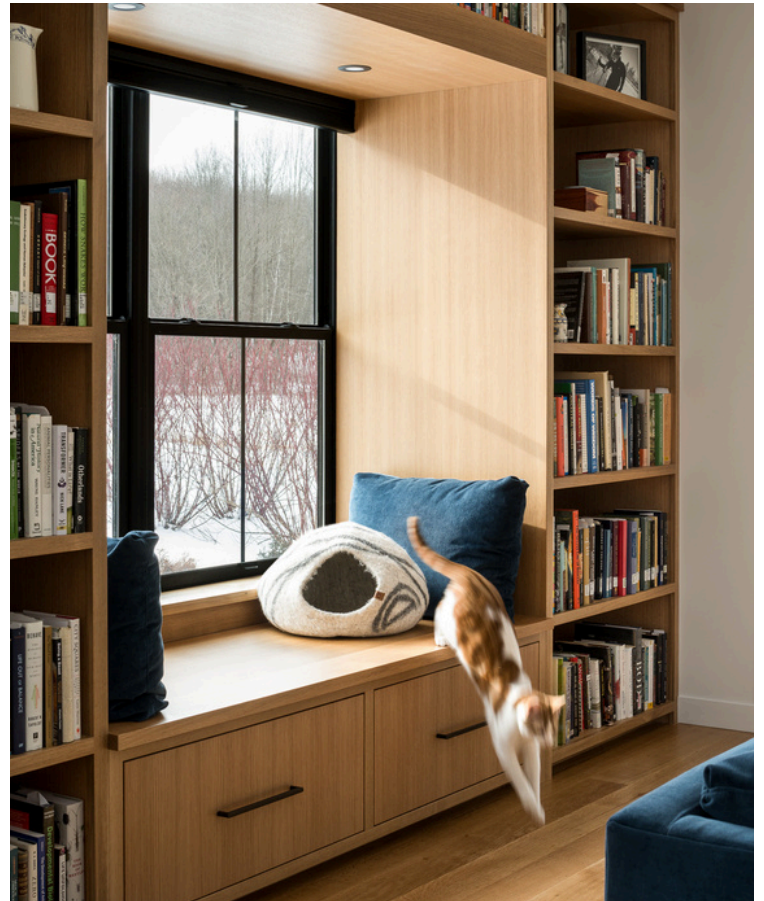
Thermostats: Test batteries (if applicable) and confirm set points or schedule settings.



Interior Review: Walk through the house, paying attention to underused areas. Check walls, floors, windows, and ceilings for any signs of irregularities or changes that may indicate an issue behind the surface.



Exterior Review: Inspect the home's exterior, focusing on the integrity of the siding, trim, foundation, eaves, soffits, gutters, downspouts, and roof. Assess paint condition and look for changes that may need attention. Check surrounding trees and plants for potential risks, like limbs or roots that may threaten the structure.





Quarterly

- ☐ **Water Softener:** Check the filters and brine tank. Change the filters and refill the brine tanks with the appropriate salt according to the manufacturer's instructions.
- ☐ **Sediment Filter:** Inspect and replace the sediment filter according to the manufacturer's recommendations.
- ☐ **Air Registers (intake and output):** Keep floor, wall, or ceiling vents clean and free from dust and debris. Clean more frequently if you have pets, live on a dirt road, or open windows during pollen season.
- ☐ **Heat Pump Water Heater:** Clean the air filter regularly and have the unit serviced annually by a qualified technician.
- ☐ **ERV or HRV:** Clean the filters and core, and wipe out condensate pans and drains. Annual service/inspection by a technician is recommended.
- ☐ **Battery Storage:** Familiarize yourself with your system's monitoring app. Inspect the batteries, keeping them clean and noting any irregularities. Ensure the storage space is in good condition and schedule inspections with a technician as per your system's guidelines.
- ☐ **Dryer Vents:** Check for and remove all lint build-up from the dryer and exterior vents. More frequent cleaning may be needed depending on dryer use. Schedule an annual professional cleaning.



Semi-Annually

- ☐ **Screens:** Remove window and door screens during the cold weather months, and reinstall them when the weather warms. Clean the screens before storage and ensure they are stored safely and carefully.
- ☐ **Smoke Detectors:** Dust or wipe clean according to the manufacturer's instructions. Test battery function.
- ☐ **Irrigation:** During freezing temperatures, disconnect all hoses. Drain them before storing. Some hose bibs may also need to be drained, and the water supply should be turned off to prevent damage from freezing. Reinstall when the risk of freezing has passed.
- ☐ **Outdoor Shower:** In colder months, drain outdoor showers, remove the shower head, and turn off the water supply. This helps protect the plumbing from freezing and ensures your outdoor shower is ready to use when warmer weather returns. Reinstall when the risk of freezing has passed.
- ☐ **Traction:** If snow and ice are common in your area, prepare with salt/sand mixtures, shovels, and pet-safe traction aids. Consider contracting with a reputable plow service.
- ☐ **Landscape Management:** Maintain a safe distance between plantings and your foundation to prevent pest intrusion and reduce debris accumulation around gutters, roofs, ledges, etc. Regularly remove leaves, branches, and mulch to prevent pests and moisture buildup.
- ☐ **Specialties:** If your home includes amenities like pools, saunas, hot tubs, steam rooms, outdoor kitchens, or elevators, ensure they are serviced and maintained regularly.
- ☐ **Chimney:** Hire a local professional to inspect and clean your chimney in the spring, after the heating season, or in the fall before the colder weather arrives.
- ☐ **Wood Heat:** If your home uses wood burning heat, schedule a timely delivery of firewood, and if necessary, hire a professional to stack it properly so you're prepared for the colder months.
- ☐ **Geothermal System:** Monitor and replace air filters as needed. Schedule an annual service check with a qualified technician.
- ☐ **Solar System(s):** Keep panels clean of snow, dust, debris, and pollen. Inspect the system twice a year and have it serviced according to the installer's recommendations.



Annually

- ☐ **HVAC:** Your heating, ventilation, and air conditioning system, including any high-wall mini splits, compressors, and ducting, requires regular maintenance to perform optimally. Clean and change filters on a regular schedule, service and clean compressors, and monitor fluid levels to ensure efficiency. Ductwork should be inspected and free of blockages to maintain airflow. Ductless minisplits, in particular, need deep cleaning of filters, coils, and blowers to keep the system functioning effectively. For routine maintenance and deep cleaning, consider consulting a qualified technician to avoid costly repairs. You can also find helpful videos online, such as on YouTube, to guide you through basic cleaning steps.
- ☐ **Septic:** Neglecting your septic system can lead to serious issues like backups, overflows, and clogs. To prevent these problems, schedule regular appointments for filter cleanings, inspections, and pump-outs with a trusted local provider. Also, treat your septic system with care by following recommendations on what should and shouldn't go down your drains. This proactive approach helps to maintain the system's health and prevent costly repairs.
- ☐ **UV Water Purifying System:** Check the UV bulbs and ensure they're functioning properly as indicated by the manufacturer's instructions. Replace as indicated by your particular system.
- ☐ **Service Appointments:** Schedule all necessary annual service appointments with your local qualified technicians.





As Needed



Severe Weather Check (as needed): After any severe weather event, perform a comprehensive review of the interior and exterior of the property for any potential damage or necessary repairs.

